

# CUYAHOGA COUNTY

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# BOARD OF HEALTH

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## *CONTRACT REVIEW COMMITTEE*

### *MINUTES – January 7, 2020*

Meeting called to order by Claire Boettler, Chair of the CRC at 1:31 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on January 7, 2020.

Roll Call: The following members were present: Claire Boettler, Wallace Chambers and Judy Wirsching

Public Comments – N/A.

**APPROVAL OF CONSENT AGENDA:** Items listed under the Consent Agenda are considered routine. Each item will be read individually into the record and the Consent Agenda will then be enacted as a whole by one motion and one roll call. There will be no separate discussion of these items. If discussion by CRC members is desired on any item on the Consent Agenda, that item will be removed from the Consent Agenda by a motion and majority affirmative vote and considered in its normal sequence under the Regular Order of Business.

Approval of the Minutes of Prior Meetings: Regular Meeting – December 17, 2019.

Contracts, MOU's, agreements with no exchange of funds (IRB's, BAA's, Addendums, etc.):

It was moved by Wallace Chambers, seconded by Claire Boettler, that the consent agenda, including the minutes of the December 17, 2019 CRC meetings be approved.

The Secretary called the roll:

Ayes: Claire Boettler, Wallace Chambers and Judy Wirsching

## **CONTRACTS AND AWARDS:**

Tabled Items

5550 Venture Drive ♦ Parma, Ohio 44130

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None

New Items For Review

Bid/Quote Openings ≥ \$25,000.00

CRC 2020-1 Sealed bids were received from the following contractors by the deadline outlined in the Request For Proposal (RFP) Ryan White Part A Program – Direct Services – RFP# 2019-01 (ref. enclosed):

Aids Taskforce of Greater Cleveland	01/06/20 @ 11:36 am	\$ 284,810.43
AIDS Healthcare Foundation	01/6/20 @ 3:21 pm	\$ 162,565.89
The Center of Children & Family Health Svcs (dba Circle Health Svcs)	01/07/20 @ 9:56 am	\$ 192,344.64
Cleveland Clinic	01/06/20 @ 8:42 am	\$ 400,673.65
Department of Senior and Adult Services	01/07/20 @ 9:51 am	\$ 80,000.00
Family Planning Services of Lorain County	01/07/20 @ 9:03 am	\$ 22,562.44
Far West Center	01/03/20 @ 11:10 am	\$ 12,607.07
Mercy Regional Medical Center	12/27/19 @ 2:31 pm	\$ 324,239.61
Metro Health	01/6/20 @ 2:13 pm	\$1,528,656.61
Near West Side Multi-Service Corporation (dba May Dugan)	01/07/20 @ 9:30 am	\$ 29,700.50
Neighborhood Family Practice	01/07/20 @ 8:34 am	\$ 259,563.00
Nueva Luz	12/23/19 @9:46 am	\$ 694,085.11
Signature Health	01/06/20 @ 2:31 pm	\$ 454,507.94
University Hospitals of Cleveland	01/07/20 @ 8:32 am	\$ 975,446.33

Ryan White Part A Program Bid Openings presented by: Melissa Rodrigo

The bids listed above were provided to the program staff for completion of the evaluation process.

Amy Wanchisn arrived to the meeting at 1:34 p.m.

Bid/Quote Openings < \$25,000.00

Lead Program Bid Openings presented by: Stephanie McConoughey

It was moved by Wedad Alhamwi, seconded by Claire Boettler that the following quote (CRC 2020-2) for 366 East 270th St., Euclid, Ohio 44132 be accepted as the lowest and best, and a contract be awarded to Paragon CMS in an amount not to exceed \$15,425.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Claire Boettler, Amy Wanchisn, Wallace Chambers and Wedad Alhamwi

It was moved by Amy Wanchisn, seconded by Wallace Chambers that the following

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quote (CRC 2020-3) for 1253 Melbourne Rd., East Cleveland, Ohio 44112 be accepted as the lowest and best, and a contract be awarded to American Builders & Applicators in an amount not to exceed \$10,150.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Claire Boettler, Amy Wanchisn, Wallace Chambers and Wedad Alhamwi

Expenditures: Contracts up to \$25,000.00

It was moved by Wedad Alhamwi, seconded by Amy Wanchisn that the addendum (CRC 2020-4) to the contract with KMU Trucking (CRC 2019-157) under the Water Pollution Control Loan Fund grant to increase the amount to be paid to KMU Trucking from an amount not to exceed \$7,500.00 to \$9,000.00 be approved.

Presented by: Wallace Chambers

Purpose: To complete additional work found during project completion.

Funding Source: 100% reimbursable through the WPCLF grant.

The Secretary called the roll:

Ayes: Claire Boettler, Amy Wanchisn, Wallace Chambers and Wedad Alhamwi

It was moved by Amy Wanchisn, seconded by Wedad Alhamwi that the addendum (CRC 2020-5) to the contract with MCM HomeServices Inc. (CRC 2019-120) under the Lead Hazard Control grant to increase the amount to be paid to MCM HomeServices Inc. from an amount not to exceed \$21,025.00 to \$21,345.00 be approved.

Presented by: Stephanie McConoughey

Purpose: To complete additional work found during project completion.

Funding Source: 100% reimbursable through the Lead Hazard Control Program.

The Secretary called the roll:

Ayes: Claire Boettler, Amy Wanchisn, Wallace Chambers and Wedad Alhamwi

It was moved by Wallace Chambers, seconded by Claire Boettler that the contract (CRC 2020-6) with Heidi Gullet, MD under the Reproductive Health and Wellness (RHW) grant from January 1, 2020 through December 31, 2020 in an amount not to exceed \$1,200.00 be approved.

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Presented by: Andrew Heffron

Purpose: To serve as Medical Director in the CCBH Family Planning Clinic.

Funding Source: 100% reimbursable through the FY2019 RHW grant.

The Secretary called the roll:

Ayes: Claire Boettler, Amy Wanchisn, Wallace Chambers and Wedad Alhamwi

It was moved by Wedad Alhamwi, seconded by Amy Wanchisn that the addendum (CRC 2020-7) to the contract with A.J. Boggs (CRC 2019-11 & CRC 2019-194) under the 2019/2020 HRSA Ryan White Part A Program grant to increase the amount paid to A.J. Boggs from an amount not to exceed \$19,410.98 to \$22,635.98 be approved.

Presented by: Melissa Rodrigo

Purpose: To provide services to low-income, uninsured and underinsured HIV positive persons.

Funding Source: 100% reimbursable through the FY2019 HRSA Ryan White grant.

The Secretary called the roll:

Ayes: Claire Boettler, Amy Wanchisn, Wallace Chambers and Wedad Alhamwi

Revenue Generating Agreements up to \$25,000.00

None

Contract Rescissions

None

Other Business.

Public Comment – N/A.

Thereupon, it was moved by Amy Wanchisn, seconded by Wallace Chambers, that the following Motion be adopted:

BE IT RESOLVED that the meeting be adjourned at 1:40 p.m.

The Secretary called the roll:

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Ayes: Claire Boettler, Amy Wanchisn, Wallace Chambers and Wedad Alhamwi



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Committee Chair



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Clerk